

# **BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

## **MINUTES OF THE MEETING OF THE BOARD**

**DATE 28 March 2012**

**PLACE 1511 Pontiac Avenue, Building 68-1 Conference Room,  
Cranston, RI**

**MEMBERS PRESENT Chairman John Carter, Vice Chair Sara  
Bradford, Board Member Michael  
Dowhan**

**MEMBERS ABSENT Board Member Scott Millar and Secretary Steven  
Pilz**

**OTHERS PRESENT Ms. Christina M. Styron, Administrative  
Assistant**

**Mr. Brian J. Riggs, DBR Department Budget Administrator (Present  
2:24 to 3:20)**

**Mrs. Lois A. Marshall, Administrative Assistant**

**AGENDA ITEM 1 Chairman Carter called the meeting to order at 2:24  
PM.**

## **Call to Order**

**AGENDA ITEM 2 Vice Chair Bradford made a motion, seconded by Chairman Carter, to approve the Approval of Minutes Regular and Executive Session minutes of the 22 February 2012 meeting. The**

**motion was passed; three in favor. Voting in favor were Chairman Carter, Vice**

**Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

**AGENDA ITEM 3 Because of the nature of the following items, Chairman Carter made a Executive Session motion, seconded by Vice Chair Bradford, to hold an Executive Session**

**according to Section 42-46-5a of the Rhode Island General Laws, for sessions or**

**work sessions pertaining to collective bargaining or litigation under Section 42-46-**

**5(a)(2) and for investigative proceedings regarding allegations of civil or criminal**

**misconduct under Section 42-46-5(a)(4) and the motion was passed at 2:26 PM;**

**three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and**

**Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

**Chairman Carter made a motion, seconded by Vice Chair Bradford, to seal the executive session and record the votes taken in executive session pursuant to RIGL §42-46-4 and §42-46-5. The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

**Chairman Carter made a motion, seconded by Vice Chair Bradford, pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

## **Record of Votes Taken in Executive Session**

**Executive Agenda Item #3.1. – Disclosure deferred.**

**3-28-12**

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## **MINUTES OF THE MEETING OF THE BOARD**

**Executive Agenda Item #3.2. – Disclosure deferred.**

**Executive Agenda Item #3.3. – Disclosure deferred.**

**Adjournment** Chairman Carter made a motion, seconded by Vice Chair Bradford, to come

out of Executive Session and reconvene to an open meeting pursuant to

RIGL §42-46-4. The motion was passed; three in favor. Voting in favor

were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan at 2:43 PM.

Mr. Millar and Secretary Pilz were absent from this vote.

In Executive Session open matters (3), there were 3 votes taken. In Executive Session closed matters, there were 0 votes taken.

**End of record of votes taken in Executive Session**

**AGENDA ITEM 4 1. CLARB March 2012 Member Board E-News was**

received.

## **Correspondence**

- 2. RIASLA Newsletter was received.**

## **AGENDA ITEM 5 a. Rules & Regulations**

### **Old Business**

**A workshop was held on 6 March 2012 at RISD. There has been a lot of progress made. The Board asked Ms. Styron to see if we can reserve a conference room at DOA for future workshops.**

### **b. Legislation**

**Senate bill 2619 was introduced which would remove the requirement that one member of this Board be from the RIDEM and that four members rather than three must be registered landscape architects. We will continue to watch the status of this bill.**

### **c. Miscellaneous**

**1. PLA designation – Chairman Carter drafted three letters regarding the Board's position which will be sent to CLARB, ASLA, registrants and be posted on our website.**

**2. Ms. Styron contacted CLARB and LAAB regarding foreign registration and electronic stamping and is still waiting for a response. We are awaiting this information to enable the Board to**

evaluate Jing Jang's application to take the RI State Specific LA Exam. The Board instructed Ms. Styron to send Jing Jang the approval to take the RI State Specific LA Exam letter pending Secretary Pilz and Chairman Carter's approval.

3. The Board set 19 June 2012 as the date for the RI State Specific LA Exam. Ms Styron will reserve a conference room.

3-28-12

Page 2 of 4

## **BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

### **MINUTES OF THE MEETING OF THE BOARD**

#### **AGENDA ITEM 6 a. Miscellaneous**

##### **New Business**

##### **1. Informational Bulletin**

The Board will continue to work on drafting a new Informational Bulletin to Cities and Towns.

b. The next Board meeting is scheduled for 25 April 2012.

## **AGENDA ITEM 7 LA applications**

### **Applications–LA & COA**

**The Board reviewed the following application for initial registration:**

**J. Taber Caton**

**Mr. Dowhan made a motion, seconded by Vice Chair Bradford, to approve Ms. Caton's application for initial registration. The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

**The matter of requiring all reciprocity applicants to take the RI State Specific LA**

**Exam has been discussed by the Board for quite some time. The reason being that**

**the State regulatory questions are equally as important the plant id portion of the**

**exam.**

**\*Exam Policy – Mr. Dowhan made a motion, seconded by Vice Chair Bradford, that as of today, all reciprocity applicants will be required to take the RI State Specific LA Exam. The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this**

**vote.**

**The Board reviewed the following Reciprocity application:**

**Christopher LaGuardia (NY)**

**Mr. Dowhan made a motion, seconded by Vice Chair Bradford, to approve Mr. LaGuardia to sit for the June 2012 RI State Specific LA Exam. The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

**The Board reviewed the following application to take the RI State Specific LA Exam:**

**Leslie S. Costa**

**Chairman Carter made a motion, seconded by Vice Chair Bradford, to approve Ms. Costa's application to sit for the June 2012 RI State Specific LA Exam. The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.**

**3-28-12**

**Page 3 of 4**

**BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**



## **MINUTES OF THE MEETING OF THE BOARD**

### **COA applications**

**Martha S. Moore – In reviewing Leslie Costa’s application for the RI State Specific LA Exam, it was noted that she is an employee of Martha S. Moore. Ms. Moore renewed her last COA as exempt from the fee – no employees. A letter will be sent to Ms. Moore asking her to update her employee status on her COA at renewal time.**

**ADJOURNMENT Chairman Carter made a motion, seconded by Mr. Dowhan, to adjourn at**

**3:40 PM. The motion was passed; three in favor. Voting in favor were Chairman**

**Carter, Vice Chair Bradford, and Secretary Pilz. Messrs. Dowhan and Millar were**

**absent from this vote.**



**3-28-12**

**Page 4 of 4**